

Custodial, Labor and Trades Branch  
Unskilled and Semi-Skilled Labor Group  
Labor Series

**LABOR FOREMAN II**

03/95

*Summary*

Under general supervision, supervises a medium sized crew of unskilled and skilled engaged in construction and maintenance activities of average difficulty; performs related work as required.

*Typical Duties*

Supervises and participates in the construction, maintenance and repair of streets and storm drains, the installation of sewer lines, water lines and water valves, and maintenance and repair of traffic control fixtures; supervises and participates in building maintenance and custodial activities, the maintenance of baseball fields, softball fields and other recreation areas; operates light and heavy construction equipment as required; deals with the public to provide information on City policies and regulations or investigates complaints; maintains records and prepares reports.

*Minimum Qualifications*

Training and Experience: Completion of the eighth grade, and four years experience in construction and maintenance work, including two years experience in supervising unskilled and semi-skilled workers; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Considerable knowledge of the materials, tools, methods and techniques commonly used in construction, maintenance and repair activities; good knowledge of the operation of a variety of construction equipment.

Ability to plan, schedule and supervise unskilled and semi-skilled workers engaged in construction, repair and maintenance activities, ability to prepare reports and to maintain records.

Skill in the operation of automotive equipment; skill in the use of tools of the trade.

Licenses and Certificates: Non-commercial Applicator's license issued by Texas Structural Pest Control Board must be obtained in first 12 months of assignment to selected positions in this title within the Department of Parks and Recreation. Some positions in this class require a valid U.S. Operator's license by time of appointment, or successful completion of the written portion of CDL by time of appointment, with practical test passed within 30 days of written portion.

Special Requirement: Positions assigned duties which require a Commercial Drivers' License (CDL) to operate vehicles on public thoroughfares, [or positions of a safety sensitive nature in Mass Transit], are subject to federal drug and alcohol testing regulations which include preemployment, post-accident, reasonable suspicion, random, return to duty and follow-up testing.

\_\_\_\_\_  
Director of Personnel

\_\_\_\_\_  
Department Head